



**Bureau for Private Postsecondary Education**  
 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833  
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**NOTICE TO COMPLY - CA 0103001 1012 (Ed. Code § 94935, 5 CCR § 75010)**

Institution Name:	Montessori Teacher Education Center/San Francisco Area	Institution Telephone:	510-278-1115
Institution Code:	0103001	Administrator Name:	Dr. Pamela Rigg, PhD
Street Address:	16492 Foothill Blvd San Leandro, CA 94578-2107	Date of Inspection:	10/16-10/18/12

**Nature and Facts of the Violation(s):**

Education Code	Subsection and Description

Code of Regulations	Subsection and Description
§71660 Non-Substantive Change	<ul style="list-style-type: none"> <li>In August 2012, institution moved main location less than 10 miles without notification. (From 16492 Foothill Blvd. San Leandro to 99 Callan Ave. San Leandro)</li> <li>Institution was operating three satellite campuses without notification to the Bureau of the non-substantive change.               <ul style="list-style-type: none"> <li>16492 Foothill Blvd. San Leandro, CA</li> <li>790 East Duane Ave. Sunnyvale, CA</li> <li>3080 La Selva St. San Mateo, CA</li> </ul> </li> <li>Institution was offering a program related to the approved programs offered by the institution (Montessori Instructor Course) without notification to the Bureau of the non-substantive change.</li> </ul>

Only minor violations are listed on the Notice to Comply.

☐ If this box is checked additional material violations have been found and will be forwarded to Enforcement for further review.

Inspector's Name	Jan Joy
Inspector's Signature	<i>Jan Joy</i>
Institution Administrator Name/Title:	Dr. Pamela Rigg, PhD / Program Director
Institution Administrator's Signature:	<i>Pamela Rigg</i>

Education Code can be located at: [http://www.bppe.ca.gov/lawsregs/ppe\\_act.shtml](http://www.bppe.ca.gov/lawsregs/ppe_act.shtml)

Code of Regulations can be located at: <http://www.bppe.ca.gov/lawsregs/regs.shtml>

Notice to Comply - CA 0103001 1012

Inspector's Initial: *JJ*

Administrator's Initial: *ER*

RETURN THIS FORM WITHIN THE SPECIFIED TIME FRAME WITH EITHER: 1) VERIFICATION OF COMPLIANCE OR 2) A NOTICE OF DISAGREEMENT

### IMPORTANT COMPLIANCE NOTICE

California Education Code §94935 and California Code of Regulations §75010 provide that the Bureau for Private Postsecondary Education (Bureau) shall issue a Notice to Comply for minor violations detected during a compliance inspection by the Bureau.

By no later than 30 days from the date of the inspection, you must either: 1) Remedy the noncompliance item(s), sign the below declaration and submit this form to the Bureau, along with documentation describing how compliance was achieved; or 2) File with the Bureau a written notice of disagreement, specifying the minor violation(s) described in the Notice to Comply with which you disagree, and appealing it by requesting an informal office conference. If a written notice of disagreement is not timely filed with the Bureau, the right to appeal is deemed to have been waived.

Failure to timely remedy the noncompliance item(s) or file a written request for an informal office conference may result in the Bureau taking administrative enforcement action.

### DECLARATION

Attached to this document is a list describing how compliance was achieved for each violation and supporting documentation. I declare under penalty of perjury that all violations identified in this Notice to Comply are corrected as described in the attachment.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name and Title

THIS DECLARATION OR A NOTICE OF DISAGREEMENT MUST BE SUBMITTED TO THE BUREAU BY November 17, 2012

Notice to Comply – CA 0103001 1012

Inspector's Initial: *gg*

Administrator's Initial: *ec*